

Meeting Minutes of the Engineering Student Technology Committee (ESTC)

Meeting: 11 October 2011
9:00am in Engineering Dean's Conference Room

In Attendance: Adam Allevato (ME), Tucker Kern (ECE), Chair Anthony Navarro (ECE), Nick Riedel (ME), Peter Riedo (ME), Mark Ritschard (Assistant Dean for Operations, *ex officio*),

Not In Attendance: Professor Thomas Birner (ATS), Professor (CEE), Professor (ECE), Isaac Medina (ATS), Professor Ketul Popat (ME), Professor Ashok Prasad (CBE), Professor Tom Siller (ADAA, *ex officio*), Elizabeth Thompson (ATS), Dalton Young (ECE)

Guests: Angie Addie (ENS), Dan Herrick (ENS)

-Welcome and Introductions

Chair Navarro welcomed the new and returning committee members and individual introductions were made by all.

-Review of Committee Responsibilities

Ritschard explained some of the basics of ESTC and committee responsibilities:

- The ESTC committee is in charge of the management and distribution of the Charge for Technology (CFT) fee paid by the students of the College of Engineering. The committee reports to the dean of the College of Engineering.

- The University Charges for Technology Committee (UCFT) oversees the CFT campus-wide, and maintains the *Charges for Technology Manual*. The UCFT meets twice per year to discuss university policies relating to CFT funds.

- CFT funds must be spent on equipment used by students.

-Review of ESTC Web Pages

Ritschard showed and discussed the various pages available to everyone for viewing the activities of the ESTC committee and financial reports. Reports and meeting minutes are available for previous years as well as the current year.

Contrast between the University Tech Fee and CFT

- The University Technology Fee (UTF) is collected by ASCSU and is managed by the University Technology Fee Advisory Board (UTFAB).

- CFT is collected and managed by each individual college with oversight from the UCFT.

Review of how budget is set

- The ESTC last academic year determined the budget for this year and the members of the ESTC this academic year will determine the budget for next year.

Review of last year's budget

- Last year the total budget was \$640,000.

- There is a campus charge for bad debt collection that is assessed to the college's CFT fund. Last year, this charge was approximately \$420.

Status of this year's budget

- The current total budget is \$700,000, \$30,000 of which is currently unallocated.
- \$1,350 will go toward assistive technology this year, which is technology that helps disabled students (such as push-button door openers for the computer labs).

Review of items to be considered this year

- Classroom HDMI proposal from ENS
- How to include Biomedical Engineering student representation to the committee and how to handle funding for Biomed
- Review and set annual print credit allocation
- Review and set semester charge and per-credit charge
- Determine budget for AY2012-13

-More Important Information

Navarro discussed ways to increase participation from committee members and fostering accountability.

Riedel asked how students can submit suggestions to the committee and Navarro answered that students can submit their suggestions through their department representative(s). Information about department representatives is available on the ESTC website.